

**Village of Hamilton
Airport/Airpark Commission
4pm
Regular Meeting of September 23, 2010**

APPROVED MINUTES

PRESENT

Chairman Carl Albrecht; Commissioners Roger Rowlett, Art Steneri; Director of Utilities and Public Works Sean Graham; Trustee Margaret Miller

PUBLIC PRESENT

None

Chairman Albrecht called the meeting to order at 4:10 p.m.

Approval of Agenda

Approved as written.

Approval of Minutes

Chairman Albrecht requested the following changes: on Page 2, under Financial Statement, first sentence, change “fo” to “of”. Under Taxiway Project, first sentence, change “that” to “whether”. Page 3, third sentence, change “our” to “out”.

A **motion** was made by Commissioner Steneri to approve the **August 26, 2010**, meeting minutes as amended. The **motion** was seconded by Commissioner Rowlett and carried.

Public Comment

None

Old Business

Security Substation

Director Graham stated the bids came in higher than expected. No bids for plumbing were received. All bids have been sent to McFarland Johnson for review. The possibility of reducing the size of the building, using money for fencing, and the State funding more of the project were all discussed. It is too early at this point to make a final decision.

SRE Building

Director Graham reported the NYSPA has shown interest in the LEED certification of the proposed SRE building. Director Graham did forward the LEED charrette from 2009 to them. He is waiting to hear what portion they are willing to fund.

Taxiway Project

Director Graham reported MJ is working on the design of the fence and incorporating the interpretive sign.

LPV Update

Director Graham reported new LPV is in the data cards. Commissioner Rowlett stated jet traffic needs to update training documents in order to fly in or out. Commissioner Rowlett has flown both approaches and likes them very much.

Tie-Down Project

Director Graham reported 10 tie-downs will fit in the proposed space. There is \$180,000.00 for this project. A bid came in at \$183,000.00. Director Graham stated the bids need to be closer to \$175,000.00. Storm water will be an issue. The project is expected to take 3 weeks to complete.

New Business

Financial Report

Chairman Albrecht will email report to Commissioners.

White Property Rental

Chairman Albrecht reported there is a written agreement with the White family. The son is requesting to move the grandson into the home. The agreement needs to be examined before a final decision is made. Commissioner Rowlett suggests being very transparent with whoever moves in to the home.

South Corp Hangar

Director Graham suggests taking the top 4 off the waiting list to share the hangar space. Modifying the lease agreement was discussed. A slight reduction in rent but with a required annual fuel purchase was suggested. Director Graham will email the existing lease to all Commissioners for changes. Modifications would be effective June 1, 2011. Accounting requirements were discussed. A pilot's meeting should be scheduled for April or May. Director Graham will contact MJ to confirm this is an acceptable plan. Commissioner Rowlett also suggested a plan that raises hangar rent, but offers a discount for every \$100.00 of fuel purchased.

Fencing

Director Graham presented plans by McFarland Johnson, titled Fence Layout, dated September 2010. Issues discussed by the Commission were: 4-16 foot sliding gates; the fence was moved to avoid crossing the canal; several man gates 4'x8' and locking ability (Director Graham prefers a keypad to record usage); a 38' electronic gate; 4 cameras were relocated by the Commissioners on drawings; the chain-link fencing was not approved; clear regulations on parking and driving on the Taxiway need to be developed; 8' security fence dropping to 6'; a 16' maintenance gate; the signage required for gates; MJ will contact DEC regarding fencing and the wetlands.

Trustee Miller requested use of the runway on a Saturday or Sunday (approximately 2 hours) for SOMAC driver training. Trustee Miller will email details to the Commissioners.

Next Meeting

The next meeting of the APC will be Thursday, October 21, 2010, at 4:00pm, at the Hamilton Airport.

Adjournment

There being no further business to come before the Commission, Commissioner Steneri made a **motion** to adjourn. The **motion** was seconded by Commissioner Rowlett and carried. The meeting was adjourned at 5:35pm.

Respectfully submitted,

Kim Taranto